

23 May 1952

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MEMORANDUM FOR: Messrs.

FROM : Executive Secretary, Career Service Committee

SUBJECT : Ad hoc Working Group on Honor Awards

1. The Career Service Committee at its 27th meeting on 22 May reviewed the Honor and Incentive Awards Program recommended by the Working Group on Career Benefits in its final report, dated 21 February 1952 (Tab D). The Committee decided to assemble an ad hoc Working Group on Honor Awards to reconsider the program and to report back to the Committee as soon as practical.

25X1A9A

2. It was agreed that the group should be composed of representatives of the Office of General Counsel, the Office of Personnel, the overt Offices, the covert Offices, and of the Administrative group. It was also agreed, if the ADSO concurred, to ask  of OSO to be Chairman of the group.

3. The addressees (above) with the concurrences of their respective Offices, or alternates of the addressees as necessary, will constitute the Working Group.

4. The Committee asks that the Working Group consider:

- a. The separation of the Honor Awards program from the Incentive and Efficiency Awards program.
- b. The proposed CIA Regulation
- c.  comments (Attached).
- d. The recommendations of the Working Group on Career Benefits, Special Report, dated 10 April 1952 (Attached).
- e. Current practices and policies of U. S. Government agencies.
- f. Design, format and procedure.
- g. Whether legislation is required or desirable.

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5. The Committee would appreciate a final, or if that is not practical, an interim report made available to it in time for its meeting on Thursday, 5 June 1952.

For the CAREER SERVICE COMMITTEE

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Executive Secretary

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